

Reviewer statement framework

In the final review statement, through a professional dialogue with your reviewee, please use these criteria to assess the performance of your reviewee:

Professional Growth Criteria			
Engagement to improve	3 <ul style="list-style-type: none"> Engages highly in all check-ins. Engages highly in PG across all 3 objectives with equal weighting. Impact on self, others, Trust is lower or focussed on one objective 	6 <ul style="list-style-type: none"> Engages highly in all check-ins. Engages highly in PG across all 3 objectives with equal weighting. Impact on self, others, Trust higher for some objectives than others 	9 <ul style="list-style-type: none"> Engages highly in all check-ins. Engages highly in PG across all 3 objectives with equal weighting. High impact in all objectives – self, others and Trust
	2 <ul style="list-style-type: none"> Engages in most check-ins. Engages in PG across all 3 objectives, with more emphasis on some than on others. Impact on self, others, Trust is low or focussed on one objective 	5 <ul style="list-style-type: none"> Engages in most check-ins. Engages in PG across all 3 objectives, with more emphasis on some than on others. Impact on self, others, Trust higher for some objectives than others 	8 <ul style="list-style-type: none"> Engages in most check-ins. Engages in PG across all 3 objectives, with more emphasis on some than on others. High impact in all objectives - self, others and Trust
	1 <ul style="list-style-type: none"> Engages inconsistently with check-ins/ low engagement with check-ins. Limited engagement in PG across all 3 objectives. Impact on self, others, Trust is low or focussed on one objective 	4 <ul style="list-style-type: none"> Engages inconsistently with check-ins/ low engagement with check-ins. Limited engagement in PG across all 3 objectives. Impact on self, others, Trust higher for some objectives than others 	7 <ul style="list-style-type: none"> Engages inconsistently with check-ins/ low engagement with check-ins. Limited engagement in PG across all 3 objectives. High impact on all objectives - self, others and Trust
May be on Capability Process	10 <p>EXCEPTIONAL</p> <ul style="list-style-type: none"> Engages proactively in all check-ins. Engages exceptionally in PG across all 3 objectives and goes beyond expectations Fully autonomous in personal growth agenda. Impact is high and wide reaching. <p>Examples of PG engagement:</p> <ul style="list-style-type: none"> No. of check ins Check ins relating to progress in objectives Recognition of others Use of Thinking Tools Participation in 360 		
Impact of objectives on Self, Others, Trust			
Key: ✓ Met ✗ Partially Met ✗ Not Met			

Once you have decided on where your reviewee sits in the assessment grid, please use the corresponding writing frame below to write your final statement. Please note, no member of staff should be placed in box 1 without a conversation with the Headteacher or Manager. If you decide that someone meets the criteria for box 10, this will have to be reviewed and approved by the Headteacher or Manager.

Please note, your review statement should comprise two parts:

Part 1 of your review statement

Please use the corresponding writing frame below to construct part 1 of your review statement:

Corresponding number on assessment template	Statement	Suggested reviewer statement writing frame
1	<ul style="list-style-type: none"> • Engages inconsistently with check-ins/ low engagement with check-ins. • Limited engagement in PG across all 3 objectives. • Impact on self, others, Trust is low or focussed on one objective 	<p>You have not met your Professional Growth objectives (consult with your Headteacher first if you are entering anyone for this category)</p> <ul style="list-style-type: none"> - You have not engaged consistently with check-ins (or have not used the 10 minute check-in time fully for reflection). These are part of directed hours and an important element of reflection to enable you to grow professionally and for your reviewer to support you effectively. Please ensure that you enter all check-in dates into your diary/ calendar so that you do not miss any future deadlines. - You have shown limited engagement in your Professional Growth objectives. In order to improve on this aspect, I would recommend.....(e.g. focusing on reflecting on your objectives on alternate check-in weeks) - The impact of your professional growth objectives is low/ lacks an evidence base/ is not demonstrated in enough depth - Going forwards, it is recommended that you show greater impact on Self/Others/Trust (delete as appropriate), by.....
2	<ul style="list-style-type: none"> • Engages in most check-ins. • Engages in PG across all 3 objectives, with more emphasis on some than on others. • Impact on self, others, Trust is low or focussed on one objective 	<p>You have partially met your Professional Growth objectives</p> <ul style="list-style-type: none"> - You have engaged in most of your check-ins, so please ensure you consistently meet your directed check-in deadlines to enable me as your reviewer to support you effectively. - You have engaged in the professional growth process throughout the year, particularly in Self/Others/Trust (delete as appropriate) (you could provide some examples of their good work here). - Going forwards, it is important to give all objectives the same level of attention in order to support all aspects of your professional growth. Please consider..... - Impact, however, is not as evident (or is only evidenced in one objective) so, in order to continue to meet your professional growth objectives in 2022-23, it is recommended that you show greater impact on Self/Others/Trust (delete as appropriate), by..... <p>As per the Professional Growth policy, it is important to engage in all aspects of the Think Ahead Professional Growth cycle in order to meet its requirements in 2022-23.</p>

3	<ul style="list-style-type: none"> Engages highly in all check-ins. Engages highly in PG across all 3 objectives with equal weighting. Impact on self, others, Trust is lower or focussed on one objective 	<p>You have partially met your Professional Growth objectives</p> <ul style="list-style-type: none"> You have engaged highly in all check-ins and have paid each of your objectives the same, high level of attention. Particular strengths include..... Impact, however, is not as evident (or is only evidenced in one objective) so, in order to continue to meet your professional growth objectives in 2022-23, it is recommended that you show greater impact on Self/Others/Trust (delete as appropriate), by.....
4	<ul style="list-style-type: none"> Engages inconsistently with check-ins/ low engagement with check-ins. Limited engagement in PG across all 3 objectives. Impact on self, others, Trust higher for some objectives than others 	<p>You have partially met your Professional Growth objectives because you have been able to show some impact. However, it is important to reflect on the following:</p> <ul style="list-style-type: none"> You have not engaged consistently with check-ins (or have not used the 10 minute check-in time fully for reflection). These are part of directed hours and an important element of reflection to enable you to grow professionally and for your reviewer to support you effectively. Please ensure that you enter all check-in dates into your diary/ calendar so that you do not miss any future deadlines. You have shown limited engagement in your Professional Growth objectives. In order to improve on this aspect, I would recommend.....(e.g. focusing on reflecting on your objectives on alternate check-in weeks) Impact in some areas is more evident than in others, as exemplified by..... Going forwards, it is recommended that you show greater impact on Self/Others/Trust (delete as appropriate), by..... As per the Professional Growth policy, it is important to engage in all aspects of the Think Ahead Professional Growth cycle in order to meet its requirements in 2022-23.
5	<ul style="list-style-type: none"> Engages in most check-ins. Engages in PG across all 3 objectives, with more emphasis on some than on others. Impact on self, others, Trust higher for some objectives than others 	<p>You have met your Professional Growth objectives</p> <ul style="list-style-type: none"> You have engaged in most of your check-ins, so please ensure you consistently meet your directed check-in deadlines to enable me as your reviewer to support you effectively. You have engaged in the professional growth process throughout the year, particularly in Self/Others/Trust (delete as appropriate) (you could provide some examples of their good work here). Going forwards, it is important to give all objectives the same level of attention in order to support all aspects of your professional growth. Please consider..... Impact in some areas is more evident than in others, as exemplified by..... Going forwards, it is recommended that you show greater impact on Self/Others/Trust (delete as appropriate), by.....

6	<ul style="list-style-type: none"> Engages highly in all check-ins. Engages highly in PG across all 3 objectives with equal weighting. Impact on self, others, Trust higher for some objectives than others 	<p>You have met your Professional Growth objectives</p> <ul style="list-style-type: none"> You have engaged highly in all check-ins and have paid each of your objectives the same, high level of attention. Impact in some areas is more evident than in others, as exemplified by..... Going forwards, it is recommended that you show greater impact on Self/Others/Trust (delete as appropriate), by.....
7	<ul style="list-style-type: none"> Engages inconsistently with check-ins/ low engagement with check-ins. Limited engagement in PG across all 3 objectives. High impact on all objectives - self, others and Trust 	<p>You have partially met your Professional Growth objectives because, although you have been able to demonstrate high impact, you have not engaged consistently with check-ins or your objectives.</p> <ul style="list-style-type: none"> You have been able to show clear impact on Self by..... You have been able to show clear impact on Others by.... You have been able to show clear impact on Trust by... <p>It is important to reflect on the following:</p> <ul style="list-style-type: none"> You have not engaged consistently with check-ins (or have not used the 10 minute check-in time fully for reflection). These are part of directed hours and an important element of reflection to enable you to grow professionally and for your reviewer to support you effectively. Please ensure that you enter all check-in dates into your diary/ calendar so that you do not miss any future deadlines. Despite demonstrating high impact, you have shown limited engagement in your Professional Growth objectives during the year. In order to improve on this aspect, I would recommend..... (e.g. focusing on reflecting on your objectives on alternate check-in weeks) As per the Professional Growth policy, it is important to engage in all aspects of the Think Ahead Professional Growth cycle in order to meet its requirements in 2022-23.
8	<ul style="list-style-type: none"> Engages in most check-ins. Engages in PG across all 3 objectives, with more emphasis on some than on others. High impact in all objectives - self, others and Trust 	<p>You have met your Professional Growth objectives</p> <ul style="list-style-type: none"> You have engaged in most of your check-ins, so please ensure you consistently meet your directed check-in deadlines to enable me as your reviewer to support you effectively. You have engaged in the professional growth process throughout the year, particularly in Self/Others/Trust (delete as appropriate) (you could provide some examples of their good work here). Going forwards, it is important to give all objectives the same level of attention in order to support all aspects of your professional growth. Please consider..... You have shown high impact in all objectives..... <ul style="list-style-type: none"> For impact on self, you demonstrated high impact by/through..... For impact on others, you demonstrated high impact by/through..... For impact on Trust, you demonstrated high impact by/through.....

9	<ul style="list-style-type: none"> • Engages highly in all check-ins. • Engages highly in PG across all 3 objectives with equal weighting. • High impact in all objectives – self, others and Trust 	<p>You have met your Professional Growth objectives</p> <ul style="list-style-type: none"> - You have engaged highly in all check-ins and have paid each of your objectives the same, high level of attention. Particular strengths include..... - You have shown high impact in all objectives..... <ul style="list-style-type: none"> ○ For impact on self, you demonstrated high impact by/through..... ○ For impact on others, you demonstrated high impact by/through..... ○ For impact on Trust, you demonstrated high impact by/through.....
10 (Exceptional)	<ul style="list-style-type: none"> • Engages proactively in all check-ins. • Engages exceptionally in PG across all 3 objectives and goes beyond expectations • Fully autonomous in personal growth agenda. • Impact is high and wide reaching. 	<p>You have exceeded your Professional Growth objectives</p> <ul style="list-style-type: none"> - You have consistently engaged proactively in all check-ins and have paid each of your objectives high level of attention, you have reached goals ahead of schedule, planned further areas of growth to get the most out of your objective and/or you have adapted your objectives to meet the required needs of the Trust or in response to organisational changes. Particular strengths include..... - You have consistently demonstrated full autonomy in your professional growth journey, consistently demonstrating self-resilience, self- determination and self- direction in particular.... - You have shown your ability to make decisions and follow through with actions independently..... - You have consistently gone beyond expectations across all 3 of your objectives.... <ul style="list-style-type: none"> ○ For impact on self, you have gone beyond expectations by/through..... ○ For impact on others, you have gone beyond expectations by/through..... ○ For impact on Trust, you have gone beyond expectations by/through..... - You have consistently shown high and wide-reaching impact in all objectives..... <ul style="list-style-type: none"> ○ For impact on self, you demonstrated high and wide impact by/through..... ○ For impact on others, you demonstrated high and wide impact by/through..... ○ For impact on Trust, you demonstrated high and wide impact by/through..... <p><i>Examples:</i></p> <ul style="list-style-type: none"> • <i>Building relationships outside of your environment, e.g. within the local community</i> • <i>Undertaking work outside of you remit that has a positive impact, for example sustainability</i> • <i>Researching areas of interest that have a significant, positive and influential impact on outcomes for others</i> • <i>Developing more efficient and effective ways of working that can be adopted by others</i>

		<ul style="list-style-type: none"> • <i>Generating solutions that have had a Trust wide impact</i> • <i>Researching projects of areas of interest that have a positive impact on the whole Trust</i> • <i>Creating self-initiated Professional Development that enhances the services that are provided to our schools</i> • <i>Demonstrating a passion and drive to succeed, autonomously leading your own mastery journey which is having a significant impact on others</i> • <i>Influencing and enhancing the service of the TSfE, not just within your remit</i>
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Part 2 of your review statement

Please use the writing frame below to construct part 2 of your review statement:

By taking into account your progress against your objectives, the way in which you have met the requirements of your job description as well as the relevant standards for your role, my recommendation is that you have:

Exceeded your professional growth expectations for 2021-22 (*this would be the 'exceptional' category – see details in the Think Ahead guide*)

Met professional growth expectations for 2021-22

Partially met professional growth expectations for 2021-22

Not met professional growth expectations for 2021-22

Headteachers/Managers will make the final decision on all Professional Growth outcomes.